



"Enriching Lives"

COUNTY OF LOS ANGELES

DEPARTMENT OF CORONER

1104 N. MISSION RD., LOS ANGELES, CALIFORNIA 90033



Anthony T. Hernandez
Director

Lakshmanan Sathyavagiswaran, MD
Chief Medical Examiner-Coroner

October 30, 2006

To: Supervisor Michael Antonovich, Mayor
Supervisor Gloria Molina
Supervisor Yvonne B. Burke
Supervisor Zev Yaroslavy
Supervisor Don Knabe

From: Anthony T. Hernandez
Director

**DEPARTMENT OF CORONER BOARD LETTER TO AUTHORIZE PURCHASING
AGENT TO ISSUE CONFIRMING PURCHASE ORDERS AND EXTEND
PURCHASING AUTHORITY FOR SIX MISSION-CRITICAL SERVICES (ITEM NO. 16,
AGENDA OF OCTOBER 31, 2006)**

The Department of Coroner is requesting Board approval to authorize the purchasing agent to issue purchase orders for six mission-critical services.

The recommended action will allow the Internal Services Department, (ISD) to extend its payment authority through December of 2007, and enable the Coroner to pay retroactive invoices for expenditures incurred this fiscal year. This will also provide ample time for the department to develop Board contracts for each service.

The Coroner has been aware of the statutory limitations on services and has been working towards the development of contracts for these services, and taking steps towards acquiring the necessary expertise and resources.

These steps include:

1. The hiring of a contract's manager.
2. Creation of a team comprised of the department's fiscal & purchasing staff, which meets regularly to address purchasing service levels and contract issues.
3. The development of a database designed to assist in the monitoring of service level expenditures and ensure compliance with county regulations.

Accreditations:

*National Association of Medical Examiners
California Medical Association-Continuing Medical Education
Accreditation Council for Graduate Medical Education*

*American Society of Crime Laboratory Directors
Peace Officer Standards and Training Certified*

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On August 23, 2006, the department was notified that several purchase orders for the current fiscal year would not be issued due to exceeded expenditure limits. At that time, services were suspended, with the exception of three. The three services allowed to continue could not be interrupted without hindering the Coroner's mandated function of determining and reporting the decedent's cause of death.

Your Board's approval of this item will provide us with the time needed to continue with our steadfast commitment and intent to fully comply with county policy on this matter.

ATH:sg

c: Executive Officer, Board of Supervisors
David Janssen
County Counsel
Dave Lambertson
Lakshmanan Sathyavagiswaran, M.D.